



LEWIS AND CLARK COUNTY

WATER QUALITY PROTECTION DISTRICT

REQUEST FOR QUALIFICATIONS & QUOTE FROM CONSTRUCTION COMPANIES **FOR CONSTRUCTING THE PROPOSED STREAM RESTORATION PROJECT ON** **PRICKLY PEAR CREEK**

October 2017

Lewis and Clark County is soliciting a Statement of Qualifications, hereafter referred to as 'Proposals', to hire a constructing company to provide equipment and operator(s) to construct the proposed stream restoration project under supervision and direction of project designer, Allen McNeal, McNeal Resources. The immediate need is to assist the County with the construction of a stream restoration project (Project) on lower Prickly Pear Creek. The Project is funded by MT DEQ and must comply with all state and federal guidelines.

Project will involve stream reconstruction and contouring of almost a mile of Prickly Pear Creek (PPC) utilizing rock, trees and root wad placements for bank stabilization. Some project materials are anticipated to be gathered from ranch property to be used in the project area, other materials for the Project need to be imported to the site. Estimated project construction time is nine weeks with an anticipated starting date near the end of November 2017, or later depending on permitting issues and weather. The Project area is located south of Sierra Road in the Helena valley in Lewis & Clark County (see attached project map). Project area will be on private lands. Livestock and other animals will be present during construction.

The County will review Proposals according to the criteria contained within this request. Qualified companies will be ranked in order by a selection committee. Up to three (3) construction companies may then be scheduled for interviews if deemed necessary by the selection committee. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to the County, all factors considered. Unsuccessful offerors will be notified as soon as possible. Proposals that are deemed incomplete by the selection committee will not be processed.

Lewis and Clark County reserves the right to reject any and all responses deemed unqualified, unsatisfactory, inappropriate or incomplete. Proposals become the property of Lewis and Clark County. The County is not responsible for paying costs associated with preparing a proposal.

I. PROPOSAL SUBMITTAL CONTENT AND EVALUATION:

Company will submit four (4) copies of their proposals to the Lewis and Clark County Commissioners' office. The proposal shall be limited to 4 single-sided pages with 12 point font. A one-page cover letter and personnel resumes will be excluded from the page limit. The company's legal name, address, telephone number, Federal Tax ID #, and Contractor Registration # shall be included within the proposal.

The factors listed below shall be considered in the evaluation of the company's proposal and potential interview. The proposal shall give clear, concise information in sufficient detail to allow evaluation based on these factors. Although some of the factors listed below will be weighted more heavily than others, such as recent experience and the budget for the work proposed, all factors are considered necessary for evaluation of budget and technical acceptability and competence. The construction company must, therefore, be technically acceptable in all areas to be eligible for an award of a contract. Based upon the initial evaluation, the company considered technically acceptable may be invited to make an oral presentation to the County prior to selection of a Contractor for award. The proposal shall include the following information:

A. Preparation of quotes (35 Points)

Quotes will be written in ink and/or typewritten on form furnished herewith. Erasures and alterations must be initialed by the Contractor in ink. No verbal quotes shall be accepted. List hourly rate of equipment with experienced operator(s) and calculate the project cost based on estimated amount of use.

Grant monies available are estimated to be sufficient to complete the proposed project. However, there can be no cost overruns, so construction efficiency along with reasonable equipment rates will rank high.

The Contractor agrees that the quote shall be good and may not be withdrawn during a 30-day period starting with the submittal deadline of November 9, 2017.

Quote Worksheet

Contractors are required to complete the Quote Worksheet below (Table A)

B. Related Experience and Technical Competence (30 Points)

Company demonstrates recent experience (within five (5) years) with stream reconstruction. Please provide project examples that include size of stream work, location and total construction cost. The breadth and depth of the company's experience in the performance of comparable projects will be evaluated. Demonstrate, at a minimum, the company technical competence and past experience with the following:

1. Stream reconstruction using bio-engineered technologies. Discuss bank stabilization techniques used and habitat improvements installed;
2. Compliance with permits;
3. Building to design specifications with construction oversight.

C. Recent and/or Current Work for Lewis and Clark County or Other Government Entities(10 Points)

Recent work and project satisfaction will factor into the evaluation process. This section should provide a list of at least three (3) references, including contact information.

D. Capability to Meet Time and Project Budget Requirements (10 Points)

Provide information demonstrating the offeror's ability to meet project timeline (approx. nine (9) weeks) and your estimated cost of county Project. (See Table A)

E. Present and Projected Workload (10 Points)

It is imperative that the offeror be able to execute work and complete construction in a timely manner. This section should include a description of the company's current work activities and how these would be coordinated with a new project.

F. Quality of Submittal (5 Points)

Legibility, clarity, and completeness of the proposals are essential. Unnecessary elaborate proposals beyond that which is sufficient to present a complete and responsive proposal are not desired and may be construed as an indication of the Contractors lack of cost consciousness as well as a disregard for the County's review time. Elaborate artwork and expensive paper, expensive visual or other presentations are neither necessary nor desired. Visual appearance of the proposal will not contribute toward the evaluation of the submission.

All costs associated with the preparation of these proposals and any subsequent presentations are borne by the Company. All proposals, reports, information, data, and other materials prepared by the Company pursuant to this request are the property of the County, which has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any reuse without written verification or adaptation by the Company for the specific purpose intended will be at the County's sole risk, and without liability or legal exposure to the Company. No material produced in whole or in part under this request may be copyrighted or patented in the United States or in any other country without the prior written approval of the County.

Before submitting a proposal, the Company shall carefully read all sections of this Request for Qualifications and shall fully inform themselves as to the existing conditions and limitations, which may impact their ability to perform. Contractor(s) may submit questions until 5:00 p.m. on November 7, 2017, via email to Jennifer McBroom, Project Manager at: jmbroom@lccountymt.gov . Questions will be answered by email to all Companies by 5:00 p.m. November 8, 2017. Companies interested in submitting a proposal should notify the project manager of their interest to ensure all clarifications reach them. Contractors interested in a site review must contact project manager by 12:00 noon on November 6, 2017 with site review on November 7, 2017 from 2:00-2:30 pm.

Any questions received after the exact time specified for receipt will not be answered.

The Proposal plus three (3) additional copies must be submitted by 4:30 p.m. Mountain Standard Time (MST) Thursday , November 9, 2017. The Proposal must be in a sealed envelope, and marked on the outside of the envelope “Proposal for Stream Restoration Project on Prickly Pear Creek”.

Submit to:

**Lewis and Clark County Commissioners
316 N. Park Avenue, Room 345
Helena, MT 59623**

The County will review each proposal and reserves the right to accept or reject any or all proposals, wholly or in part, in a manner deemed in the best interest of the County. The County will follow up with each Contractor after the proposals have been ranked and may request an interview.

II. SELECTION FOR AWARD

Any proposal which does not comply with the requirements of this Request for Qualifications may be considered non-conforming and ineligible for consideration. Failure to comply with technical requirements and failure to submit required information will be cause for finding a proposal to be non-conforming.

The Contractor selected for negotiation of a contract will have demonstrated competence and professional qualifications necessary for the satisfactory performance of the Scope of Services.

Questions may be directed to Jennifer McBroom, Lewis and Clark County Water Quality Protection District at (406)457-8584 or jmcbroom@lccountymt.gov

Nondiscrimination

In accordance with federal and state laws, the Contractor agrees not to discriminate against any client, employee, or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; lay-offs or terminations; rates of pay or other forms of compensation; selection for training; or rendition of services.

It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase from Lewis and Clark County unless a satisfactory showing is made that discriminatory practices have ceased and the recurrence of such acts is unlikely.

Insurance

Contractor agrees to maintain general liability insurance from an insurance carrier licensed to do business in the State of Montana in the amount of seven hundred and fifty thousand dollars (\$750,000.00) for each occurrence (minimum) and one million five hundred thousand dollars (\$1,500,000.00) aggregate. Contractor also agrees to maintain workers compensation insurance from an insurance carrier licensed to do business in the State of Montana. Proof of general liability and workers compensation insurance shall be provided to the County prior to commencing work under this agreement. The County must be listed as an additional insured on the general liability insurance certificate.

Contractors Gross Receipts Tax

All contractors or subcontractors working on a publicly funded project are required to pay or have withheld from earnings one percent (1%) of the gross contract price. This tax applies to public contracts of five thousand dollars (\$5,000.00) and above.

TABLE A: QUOTE WORKSHEET FOR REQUIRED EQUIPMENT**List Make and Model for each piece of equipment****Tryan Prickly Pear Creek Stream Project**

	Rate
A. Hourly Rate for each Tracked Excavator(s) with hydraulic thumb with Operator:	\$
	\$
B. Hourly Rate for Tracked Dump Truck(s)	\$
	\$
C. 10-Wheel Dump Truck with operator (specify type of Truck)	\$
	\$
D. Hourly rate for Skidsteer(s) with Operator	\$
	Total
E. Estimated Cost of County Project assuming: 305 hours of Excavator(s) use: 150 hours of Dump Truck(s) use: 30 hours of 10-Wheel Dump Truck use: 250 hours of Skidsteer(s) use:	\$
F. Mobilization combined (projects will be in same area and constructed in same time frame)	\$
Total Bid Amount (line E+F)	\$

*** NOTE:** *Payment of contract will be based on actual hourly equipment use plus mobilization.*